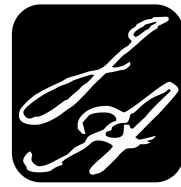


JEFFERSON ACADEMY WORK SESSION MINUTES



JEFFERSON
ACADEMY

Thursday, October 25, 2012

Place: 1425 S. Angel
Kaysville, UT 84037

In Attendance: Kristi Carlston, Kris Beelek, Keith Facer

Excused: Neal Harris, Shelley Young, Joshua Spilker

Others in Attendance: Jane Muna (Interim Director), Jason Finch (Assistant Director), Nicole Jones (Curriculum Director), Kim Dohrer (AW), Trent Brown (AW), Kara Finley (AW), members of the public

MISSION

Jefferson Academy will offer an academically challenging and content-rich history-centered curriculum that incorporates the study of American citizenship and is based on the Core Knowledge Sequence. Jefferson Academy will provide an environment in which every student has the opportunity to gain a strong foundation of knowledge in world and American history, classic literature, science, math and fine arts. It is the desire and mission of this school to have every child be challenged, experience success and master basic skills, grow in academic ability and content knowledge, and develop an understanding and appreciation for our nation's heritage and founding principles.

MINUTES

7:22 PM – CALL TO ORDER by Kristi Carlston

PRESENTATION

❖ **Constitutional Contest Essay Winner**

Dr. Muna introduced Hunter Welch who is serving as the SBO President. Hunter Welch read his essay that won the schools Constitutional Contest on what the Constitution means to him.

PUBLIC COMMENT

- ❖ No public comment was made.

MONITORING

❖ **PTO Update**

Shelley Wadsworth and Kimberly Davis provided the PTO update. The volunteer system is working well and many families have already reached their goals and an average of three people are volunteering daily. Volunteers can earn spirit wear for the hours they are serving. They also discussed how parents might serve volunteer hours, and the PTO's desire to work with families that aren't able volunteer in the classroom. The next PTO meeting will be on November 1st.

❖ **Technology Committee Update**

Trent Brown discussed the Technology Committees findings and recommendations. There is a need to update the technology at the school and implement a plan to get the school to the forefront of technology. An audit of the current technology was completed and the committee came up with focuses for the school and a strategy for implementing the steps, including updating the servers and getting a 1:1 ratio of computers to students. If the technology plan is approved then it could be installed over the Holiday Break to prevent a

disruption to students and teachers.

Keith Facer arrived at 7:50 PM.

❖ **Testing Committee Update**

The Testing Committee update was provided by Jane Muna & Nicole Jones. Nicole Jones discussed the NWEA Training that teachers received which covered accessing data, interpreting data, and expectations. The Junior High will be adding an advisory period every Tuesday where teachers will meet with students to discuss grades and set goals. The advisory teacher is the main teacher for parents to talk with at Parent Teacher Conferences and regarding NWEA scores.

❖ **Directors Report**

Dr. Muna updated the Board on the status of the school. She discussed how great the school is and how hard the staff is working to make Jefferson Academy an outstanding community. The October 1 Enrollment Report came in at the ultimate enrollment and they discussed how the bubbles will move through the school and the need to view enrollment projections. Teacher performance and compensation has been discussed at the school and the need to make sure that teachers and staff are shown how much they are appreciated. All teachers have had one full evaluation completed and another one will be completed at the beginning of next year. New personnel are being hired to help in the lunchroom and tutoring, as well as classroom aides. Halloween activities are taking place next week, including pumpkin decorating, a Kindergarten parade, and classroom socials. Reading at home programs are going to be held to encourage students to read more. The eighth grade health curriculum has been evaluated and will be reviewed by Board Members and submitted to the Board for approval.

❖ **Board Governance Monitoring**

Keith Facer discussed the excellent teachers at Jefferson Academy and how they can help move forward the vision of the school and how the goals that have been set at the school are being accomplished. The measurement criteria of the Student Learning Effectiveness Goals were reviewed based on student proficiency. The teacher's goals are currently 90% proficiency, which is above the charter goals.

DISCUSSION ITEMS

❖ **Snow Removal Bids and Rates**

Trent Brown presented the snow removal bids and recommended using Precision Lawn Care since they came in with the lowest bid. Dr. Muna stated that Precision Lawn Care has been excellent to work with and they have appreciated their work.

❖ **Speech-Language Pathologist Agreement**

The Board reviewed the Speech-Language Pathologist Agreement & Invoice for the services that students are receiving at the school.

❖ **Boys and Girls Basketball Fees**

Jane Muna discussed the Boys & Girls Basketball Fees and the need to increase the fee to \$85 per student to cover increased costs for referees and new uniforms.

❖ **Utah Consolidated Application (UCA) Plans**

Kim Dohrer presented the Utah Consolidated Application Plans, including the Title IA Plan, the Title IIA Plan, the Accelerated Students Program Plan (Gifted and Talented), the Enhancement for At-Risk Students Plan, the Early Childhood Programs K-3 Reading Achievement Plan, and the IDEA Pre and School-Aged Plans. The federal monies are reimbursable funds.

❖ **ETS Invoice**

Jane Muna reviewed the ETS Invoice and the services that were provided.

❖ **First Digital Contract for Phone and Internet Connections**

Keith Facer discussed the First Digital Contract for Phone and Internet Connections and

paying for the services rendered on the month-to-month contract.

❖ **Board Wiser Training #6**

The training was on governing as though the individual Board Members might be personally liable and that boards would be wise to govern as though they are liable so they will make educated decisions based on Board policies. The Board of Directors is covered under Utah State Risk as long as they act in a prudent manner.

❖ **Calendaring**

A Board Meeting is scheduled for November 2nd at 1:00 PM.

The next regularly scheduled Board Meeting will be on December 13, 2012 at 7:00 PM.

The next Board Retreat is scheduled for December 15, 2012 from 8:00 AM – 12:00 PM.

ADJOURN

- ❖ Work Session adjourned at 9:15 PM.